

QUICK REFERENCE: Symptoms of COVID-19

Administrative Order 20-7v10

Order Effective Date: February 1, 2022



What to Do for Symptoms Compatible with COVID-19

NOTE: Individuals may experience common Side Effects within 72 hours of receiving a dose of COVID-19 vaccine, including boosters, and these Side Effects are NOT Symptoms of COVID-19. See table below for a list of common side effects of COVID-19 vaccinations and for instructions on responding to Side Effects.

Employees with Symptoms Compatible with COVID-19

When Symptoms occur, an individual:

- Should return home immediately, if at a Milwaukee County or public facility, or remain home.
 - If leaving a County or public facility, symptomatic individual should: stay at least 6 feet away from others; wear a mask; avoid contacting furniture, equipment, and surfaces; avoid public transportation if possible
- Should notify their supervisor of their status as soon as possible and identify any spaces where they spent 15 minutes or more over the prior 48 hours.
- Should quarantine for as long as they have Symptoms.
- Symptomatic Individuals who do not telework full time **must be tested** for COVID-19 immediately. They should:
 - Have a PCR test¹ for COVID-19 as soon as possible and no later than one (1) business day from the onset of Symptoms.
 - Quarantine while test results are pending and may telework if able.
 - Notify supervisor of test results as soon as they are available.
 - If test results are positive, should follow directions in Section II of [Administrative Order 20-7](#).

Managers Notified of Symptomatic Individuals in Workplace

- Should confirm Symptoms and instruct symptomatic employee, contractor, or visitor to leave County facility. Should wear a mask and maintain at least six feet of distance while confirming.
- Should cordon off areas where the symptomatic individual spent 15 minutes or more over the last 48 hours.
- Should request the local facilities team to conduct a Level I sanitation clean of all areas used by the symptomatic individual OR should follow [CDC guidance](#) for cleaning.
- Should ensure that Symptomatic employees have PCR test within 24 hours of Symptoms onset.

Return to Work for Employees or Contractors with Symptoms of COVID-19

- Symptomatic Individuals not teleworking full time **must meet both** criteria before returning to work:
 1. The supervisor must have documentation of negative test results from the employee, AND
 2. The employee must be symptom free for 24 hours. If the symptom was fever, this means at least 24 hours of a temperature below 100.4 degrees without the aid of fever reducers such as aspirin or acetaminophen.

¹ Community-based testing locations may be found here: <https://www.healthymke.com/testing>.

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- Symptomatic individuals who telework full time should telework, use Extended Paid Sick Leave (EPSL) if eligible, or use sick time, per standard department sick leave policies.

Important Definitions

- **Close Contact:**² A person with Close Contact is someone who:
 - i. Was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for an asymptomatic infected person, 2 days prior to test specimen collection) until the time the infected person is isolated. This is the definition **regardless of whether face masks or personal protective equipment (PPE) were worn by any or all individuals**, and/or
 - ii. Provided care at home to an infected person; and/or
 - iii. Had direct physical contact with an infected person (touched, hugged, or kissed them); and/or
 - iv. Shared eating or drinking utensils with an infected person; and/or
 - v. Got respiratory droplets (for example, was sneezed or coughed on) on them from an infected person.
- **Confirmed Case of COVID-19:** A case of COVID-19 that has been confirmed through a positive test for COVID-19 OR has been confirmed by a medical professional as being a suspected case of COVID-19 based on symptoms.
- **Exposure to COVID-19 (Exposure):** Any form of Close Contact with an individual with a Confirmed Case of COVID-19 during the last 14 days.
- **Quarantine:** Keeps **someone who might have been exposed** to the virus away from others. When you quarantine, you should:
 - Stay home!
 - Watch for fever (100.4°F), cough, shortness of breath, or [other symptoms](#) of COVID-19
 - If possible, stay away from others, especially people who are at [higher risk](#) for getting very sick from COVID-19
- **Symptoms Compatible with COVID-19:** Please note that symptoms may appear from 2 to 14 days following Exposure. Also see the [CDC self-check tool](#) for identifying COVID-19 symptoms. Note that within 72 hours of being vaccinated, individuals may experience side effects from the vaccine (including boosters.) These side effects are NOT symptoms of COVID-19. See following table:

² For employees at work in a healthcare or medical setting, Close Contact does not qualify if the CDC-recommended PPE was used when job duties were performed.

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COVID-19 Symptom or Vaccine Side Effect?	Outside 72-Hour Vaccination Window ³	Within 72 hours of receiving vaccination
Feverish or temperature of 100.4°F (38°C) ⁴ or higher	COVID-19 Symptom	Side Effect; normal response to vaccine – BUT need to stay home until 24 hours after fever ends (without use of fever-reducing drugs)
Chills	COVID-19 Symptom	Side Effect; normal response to vaccine – Go to work, if able
Headache that is new or different for you	COVID-19 Symptom	Side Effect; normal response to vaccine – Go to work, if able
Unexpected fatigue	COVID-19 Symptom	Side Effect; normal response to vaccine – Go to work, if able.
Unexpected muscle or body aches	COVID-19 Symptom	Side Effect; normal response to vaccine – Go to work, if able
Soreness at site of injection	(not applicable)	Side Effect; normal response to vaccine – Go to work, if able
Diarrhea	COVID-19 Symptom	COVID-19 Symptom; follow procedures in Section III*
Nausea or vomiting	COVID-19 Symptom	COVID-19 Symptom; follow procedures in Section III*
New shortness of breath or difficulty breathing	COVID-19 Symptom	COVID-19 Symptom; follow procedures in Section III*
New congestion or runny nose	COVID-19 Symptom	COVID-19 Symptom; follow procedures in Section III*
New loss of taste or smell	COVID-19 Symptom	COVID-19 Symptom; follow procedures in Section III*
New sore throat	COVID-19 Symptom	COVID-19 Symptom; follow procedures in Section III*
New cough	COVID-19 Symptom	COVID-19 Symptom; follow procedures in Section III*

*Section III of Administrative Order 20-7, [Procedures for Responding to Individuals with Confirmed Cases of, Symptoms of, or Exposure to COVID-19](#)

³ The Vaccination Window is the 72 hours following any COVID-19 vaccination.

⁴ Note that the threshold for fever in healthcare workers is a temperature of 100.0°F.